

2008 Governor's Grants Conference

Monday, Sept 8, 2008
UMUC Conference Center

CONFERENCE AGENDA

7:30 a.m. Check-in and Continental Breakfast

8:45 a.m. – 9:00 a.m.:

Welcome and Business Announcements

Martin O'Malley, Governor (invited) will discuss how this conference is an important part of ensuring that local governments and non-profits have the information and resources at their command to meet their specific policy and programmatic goals.

Eric Brenner, director, Governor's Grants Office

9:00am-10:15am Plenary Session I – auditorium

SHOW US THE MONEY, PART I

Government Funders' Panel –Federal Agencies and State Agencies that pass through federal funds will discuss federal funding resources, highlighting changes from past years.

Panelists:

Herbert Willis, Senior Policy Analyst, Grants Policy & Oversight , US Dept of Health and Human Services

Betsi Griffith, US Dept of Justice

Debra Arnold, Maryland Governor's Office of Crime Control and Prevention

Charles Halm, Jr., CPD Director/Baltimore, US Housing and Urban Development

Blanca Rodriguez, Ofc. Of the Chief Financial Officer, US Dept. of Education

US Dept. of Labor (?)

Tom Cooley, Chief Financial Officer, National Science Foundation

Theresa Colvin, Executive Director, Maryland Arts Council

Malcolm Woolf, Director , Maryland Energy Administration

Moderator: **Marcia Howard**, Federal Fund Information for States, Director

* Discuss *specific questions or issues individually with each of the morning plenary speakers or their staff immediately after the session.*

ON-SITE INTERACTIVE TECHNICAL ASSISTANCE LAB (all day 10:30am-3:00pm)

All recipients of Federal direct and pass-through funds are required to have a DUNS (D&B) number and register with the Central Contractor Registry (CCR). At the technical assistance lab, conference attendees will have the opportunity to navigate the registration process with direct hands-on support. Real time computer based technical assistance provided by Dun & Bradstreet (D&B), Central Contractor Registry (CCR), Grants.gov, and the Internal Revenue Service (IRS). Attendees will be able to register to apply for Federal grants and troubleshoot any hotspots during the registration process. Bring a check list – prepare your questions in advance –visit any time during the day.

10:35 a.m. – 11:50 a.m. Morning Concurrent Training Sessions:

Researching Grant Opportunities (AM 1)

This session will provide detailed information on the resources that have been most beneficial to non-profits and local governments. This in-depth presentation will still cover all aspects of identifying federal, state, local government grants, foundation grants, and other avenues of financial support.

Panelist: **Andrea Snyder**, Enoch Pratt Library

Moderator: **Eric Brenner**, Maryland Governor's Grants Office (not sure that Ann Brown is needed for this)

Federal Administrative Requirements (AM 2)

Administrative regulations don't prescribe how grants should be managed, but rather set rules for standards of acceptable management processes and structures. This session will provide guidance and clarification on the interpretation of complex regulations governing grants management. For example, what major differences exist between guidance for universities, non-profits, and government entities?

Panelist: **Jeanne Conklin** (USEPA)

Moderator: **Gary Harrity**, Maryland Emergency Management Agency

Local Governments and Grants Issues (AM 3)

The top priority issues currently being addressed by Maryland local governments will be discussed. While a more specific list of topics will be listed prior to the conference, the panel also will be taking suggestions on topics that should be covered in advance.

Panelists: **Jesse Buggs**, City of Bowie

Kathleen Sheedy, Montgomery County Government

Debbie Posey, Charles County

Moderator: **Mary Grant**, Charles County (not yet invited)

Capacity Building for Non Profits (AM 4)

Finding and winning grants is just one aspect of successful non-profit management, a representative from the Maryland Association of Non-profit Organizations) will discuss all aspects of how to build and maintain a successful non-profit organization.

Panelist: **Justin Pollak**, Director of Training Services, Maryland Association of Non-profit Organizations (and possibly a MANO member organization that has been successful with grant funding)

Moderator: **Izzy Patoka**, Governor O'Malley's Director of Intergovernmental Affairs or **Tony Bridges**, Governor's Office of Community Initiatives (not yet invited)

12 NOON until 1:15 p.m. LUNCH (ballrooms)

Ray Scheppach, Executive Director of the National Governor's Association will discuss recent changes in federal policy and how these impact state and local government funding decisions, along with upcoming policy changes that the new President, whoever he may be, will inevitably have to make that, in turn, will have a significant impact on the future flow of federal funds.

1:30 – 2:50 p.m. Afternoon Concurrent Training Sessions

Advanced Grant Writing (PM 1)

This in-depth presentation on successful grant writing goes beyond the introductory level. Advice will be provided on the techniques that achieve the greatest success, including strategies on budget preparation, while also discussing specific trends over past year related to who is funding...and who is not.

Panelist: **Beverly Ward**, Wicomico County, Local Management Board

Moderator: **Colleen Baumgartner**, Carroll County Government

Cost Principles, Indirect Costs, and Audits (PM 2)

The Federal Cost Principles guide the allowance and calculation of indirect costs and cost allocation plans. Learn the “need to know” elements to ensure maximization of cost recovery. The second part of this presentation will address the audit of cost allocation plans and indirect cost rates.

Panelist: **Ted Mueller**, US Dept. of Education (invited)
Jeanne Conklin, US Dept. of Environment

Moderator: **Tom French**, Maryland Department of the Environment

Performance Measures (PM 3)

This session will provide an overview of outcome measurement topics as all entities, be they government or non-profit, are increasingly required to make performance measures a central part of every successful grant.

Panelist: **John Greiner**, Montgomery County Government
Moderator: **Paula Fitzwater**, Maryland Higher Education Commission

Maryland Congressional Delegation Perspective on Federal Grants (PM 4)

Federal Government issues related to grants from the perspective of the Maryland Congressional delegation. The speakers are all experienced grants professionals working for members of our delegation. They will cover how a variety of issues including how earmarks are requested, granted, and changes from the past, including their perspective on the future of earmarks, along with the impact of the Federal Funding Accountability and Transparency Act, which will effect everyone, including reporting requirements for sub-recipients.

Panelists: **Bart Kennedy**, Office of U.S. Senator Barbara Mikulski
Myra Kidd, Office of U.S. Representative Roscoe Bartlett, (R), 6th Congressional District
Jodi Schwartz, Office of U.S. Senator Ben Cardin

Moderator: **Dana Thompson**, Governor O'Malley's Director of Federal Relations

2:50 – 3:15p.m. Maryland State Agency Networking & Snack Break - 1st FL – Main Hall

Representatives from state agencies will be available at resource tables to address any specific questions or concerns.

3:15 p.m. – 4:30 p.m. PLENARY SESSION II – auditorium

SHOW US THE MONEY, PART II (and reflections from the newest member of Congress):

This panel of Maryland foundation leaders will cover the general differences between community, corporate, and family foundations, while also discussing the leveraging of assets and how best to include individual funders and volunteer organizations. Each foundation will also discuss how they make decisions about providing grant funds to organizations in Maryland. **Donna Edwards** (invited), formerly the Director of the Arca Foundation and the newest member of the Maryland Congressional delegation will begin the discussion with her thoughts on similarities and differences between how foundations and Congress make decisions about how to allocate resources.

Panelists: **Spicer Bell**, Community Foundation of the Eastern Shore
Greg Cantori, Knott Foundation
Leanne Posco, Constellation Energy
Meg Campion, Lockheed Martin (invited)

Moderator: **Donna Edwards**, (D), U.S. Representative, 4th Congressional District

4:30 p.m. CONFERENCE ADJOURNS

TRAINING TRACKS

We realize that many of the conference attendees are interested in receiving continuing education credits for their participation. For this reason, and to also assist you in deciding which sessions to attend, the following four tracks have been identified.

FDA – Funding Development and Acquisition

The *Funding Development and Acquisition Track* provides attendees with the opportunity to learn about funding opportunities from a variety of sources and how to access those funds.

Sessions: Plenary 1, AM 1, AM 3, PM 1, PM 3, PM 4, Plenary II

FISC – Fiscal Operations

The *Fiscal Operations Track* provides opportunities for attendees to expand their knowledge-base in the fiscal arena of grants management. The Track provides participants with guidance from experts in the grants management field who will discuss how to promote sound financial management and effective internal controls.

Sessions: AM 1, AM 3

OMB – Office of Management and Budget Circulars

The *Office of Management and Budget Circulars Track* is designed to impart the “need to know” elements of Federal grants management Circular compliance and guidance. Attendees will learn from the experts the answers to the Circular questions most relevant to grants administration. Content areas will include the difference between administrative guidance for non-profits and local governments.

Sessions: AM 2, PM 2

OPS – Day-to-Day Operations

The *Day-to-Day Operations Track* blends both fiscal and program activity perspectives. This Track is designed to provide innovative and practical solutions for comprehensive grant management, as well as effective oversight.

Sessions: AM 1, AM 3, AM 4, PM 2, PM 3, PM 4

CONFERENCE EXHIBITORS

American Association of Grant Professionals (AAGP)

The American Association of Grant Professionals, a nonprofit membership association, builds and supports an international community of grant professionals committed to serving the greater public good by practicing the highest ethical and professional standards.

National Grants Management Association (NGMA)

NGMA: Connecting professionals in the grants management field to improve & unify grants delivery.

2008 Conference Program Steering Committee:

Peter Brunner, Howard County

Jesse Buggs, City of Bowie

Carolyn Edmonds, MD Department of Human Resources

Lynne Kelleher, MD Judiciary

Debbie Posey, Howard County

Kathleen Sheedy, Montgomery County

CONFERENCE SPONSORS

Dun & Bradstreet (invited)

Dun & Bradstreet (D&B) provides a D-U-N-S Number, a unique nine digit identification number, for each physical location of your business. D-U-N-S Number assignment is FREE for all businesses required to register with the US Federal government for contracts or grants.

Thompson Publishing Group (invited)

Helping professionals do their jobs better by providing authoritative information and analysis they can trust